

HARMONY FIRE DISTRICT

194 Putnam Pike
Glocester, R.I. 02814

The regularly scheduled monthly meeting of the Harmony Fire District Executive Board was held at the Harmony Fire Station on **Thursday, November 20, 2014.**

Present: Moderator – Milton Huston; Chief Stuart Pearson;
Attorney – Fred Mason, Jr.; Treasurer – Sandra Owens;
Tax Collector/Clerk – Kimberly Barber;
Board Members – Louise Michaels, George Kain & James Richards;
Association Representative – William Vota, President

Absent: Board Member – Raymond Fogarty – excused

Audience: Deputy Chief Mike Segee, Lt. Kevin Farley, Lt. Paul Perreault,
Kim Perreault, Linda Ferragamo, Robert Waterman

I. – Meeting Called to Order: Moderator Huston called the meeting to order at **7:06 pm.**

II. – Approval of the minutes from the October 23rd meeting:

Moderator Huston asked the board if there were any discrepancies to note on the minutes from the October 23rd monthly meeting. If there are no corrections, he would like to call for a motion to accept them.

George made a motion to accept the minutes from the October 23rd monthly meeting. Jim seconded the motion. The motion carried unanimously.

III. – Review of Bills:

A check register of bills paid since the last meeting until today's date was provided to all board members in their folder. Moderator Huston asked if there were any comments or questions on these expenses. There were none. He also stated that this is an informational report only and no vote is necessary.

IV. – Treasurer's Report:

Sandy asked that the Treasurer's Report for the month of October be tabled.

However she had a copy of the 1st Quarter Report she had submitted to the state and passed it around for the boards review. She said that it took a long time to format our figures into their templates. She feels that these additional reports are going to be an issue for a lot of volunteer fire districts. George stated that we need to find out if these reports are the same or more strict than what is required of cities and towns. He said when Central Falls went bankrupt they didn't punish all the cities and towns, so why because of Central Coventry Fire District's problems does every fire district have to suffer? The Chief said the RIAFC will be looking into this issue also

when the House and Senate come back in session. George said absolutely we need to research it and be ready, because this is a great burden to all fire districts.

V. – Tax Collector’s Report:

Taxes Receivable balance as of today’s date is \$134,809.14. In October taxes collected totaled \$57,566.95 and third party billing collected totaled \$15,984.09.

The Tax Sale was held Friday, October 24th at 10:00 am. Attorney Glenn Carlson was the Auctioneer and we had quite a big crowd this year. Of the 15 parcels all properties with homes sold, no vacant parcels did. We have attached liens on these parcels to guarantee our receivables will be collected.

Point & Pay and Vision webinars were completed before implementing the credit card service. Kim stated that she has already started receiving credit card payments since the past due tax statements were mailed at the beginning of the month: 1 in person and 5 on-line.

At this point Kim asked the board’s approval regarding changing the tax sale process from 2 years delinquent to 1 year delinquent. She also asked for approval to change the time of year the Tax Sale is held to April, instead of having it in the fall. Some discussion followed about these changes and the tax sale process.

A motion was made by Louise to amend both of these items as requested. George seconded the motion. The motion carried unanimously.

Louise made a motion to accept the Tax Collector’s report. Jim seconded it. The motion carried unanimously.

VI. – Chief’s Report:

The Chief attended an AFG [Assistance to Firefighters Grant] workshop in Sutton, MA. We are currently working on an AFG for a LUCAS chest compression unit and new LDH [Large Diameter Hose]. The LDH we currently use is at least 15 years old or older and was given to use by another department out of state. The grant is due by December 5th.

Monday, October 17th the bid period closed for the town-wide radio system. The Chief reported that only 2 bids had been received. He will be meeting with the other 2 Fire Chiefs to go over the RFP’s [Request for Proposal’s].

A Target Solutions webinar was attended by Kim and Jeff Muto. It was an overview of the administration portion of our new on-line training program.

Next he addressed the current hot topic of Ebola. The Chief attended a meeting at Harrisville Fire and another one at Kent Hospital was attended by Lt. Paul Perreault and Kim Perreault. We are waiting for the RI Department of Health and the RIEMA to issue policies and procedures.

Harmony Hill School has entered into a new contract with us for another Firestarter Program. The program is being coordinated by Jeff Muto.

A new young man has joined, Kyle Allard. He is a student of another of our probationary members Jack Hurley. Kyle already has his EMT-B license and lives nearby in Smithfield.

The Chief and Rick Waterman together went on a tour of the FM Global campus.

Last Friday, RIEMA used our station as a check point for an exercise with Brown University that involved GPS and radio communications.

Recently the Chief and Mike Segee attended a Northern RI Firemen's League meeting regarding changes to the Firemen's Memorial Parade & Service.

We have completed a review of the run reports for the 1st quarter of the fiscal year. Although Mutual Aid to Smithfield is down due to their new rescue, our run numbers are pretty consistent for the same period in prior years.

2014 – 138	2013 – 150	2012 – 122	2011 – 144	2010 – 141
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The board agreed that this was fantastic news.

An upcoming event that you all might want to tune in for is the RI PBS Premiere of "Our Town: Gloucester." It will be airing Wednesday, December 3rd at 7:30 pm.

George made a motion to accept the Chief's report. Jim seconded it. The motion carried unanimously.

VII. – Harmony Fire Department & Improvement Association Report:

Willy stated that he really had nothing to report. He did mention that on Saturday the crew would be performing a decorating detail to prepare for the upcoming Tree Lighting. The Tree Lighting will be the Sunday after Thanksgiving.

He commented that he was just curious about the Deputy Chief's situation. The Moderator said that the board would not be able to comment on that issue since it is a matter of personnel. An executive session would be called later in the meeting.

At this point the Chief mentioned that there would be a Crew Christmas party coming up in December. Also he had attended an Association meeting recently, did Willy have anything to report from that? Willy said, "not that he could remember."

VIII. – Committee Reports:

- a. Broadband Work Team – Milton Huston, Chair

The Moderator asked that this item be removed from future agendas.

- b. Property Review Work Team – George Kain & Louise Michaels, Co-Chairs

George stated that there wasn't anything new to report this month. He is waiting for feedback from Ray about grants and the RI Foundation. The way he had understood is last time they talked was that all of the grant funds had already been used for this year and we had to wait until next year to find out. Sandy asked if there was a "For Sale" sign on the property yet. George said he didn't see a sign, but he doesn't know

if it is listed yet. Jim asked if there had been any further correspondence received from the owner. George said there hasn't been anything since the letters we sent.

IX. – Old Business:

- a. Access to Public Records Act (APRA) Certification
Kim stated that we need to have at least 1 other person certified besides herself. She and the Chief had both just received notices that the Attorney General's office is holding a workshop in January for newly elected/appointed officials and anyone else interested in attending. There is also a video available on-line. Louise and Sandy asked her to forward them the website information, so they could both look into it further.
- b. Annual Submittal of Roster & Officer Listing by Chief According to SOG's
The Chief requested that this item be tabled.
- c. By-Law Changes
The Moderator asked that this item be tabled until Attorney Mason is able to review the proposed changes and we can look into if the tax sale specifics need to be amended as well.

X. – New Business: None

XI. – Public Input:

The Moderator asked if there was any Public Input tonight. He said that he had received a message that a couple of individuals had wanted to meet with him and he apologized for not getting back to them sooner. He has started a new job and has been straight out since Halloween. He wanted to make everyone was aware that they should feel comfortable to follow their chain of command to address any issues they may be having. However, if they do have anything they feel they need to address to the district board though, now is the time. There was no input from the audience.

XII. – Executive Session:

Louise made a motion to go into Executive Session regarding personnel pursuant to *RIGL 42-46-5(a)(1)*. George seconded the motion. The motion carried unanimously.

The Board recessed for Executive Session at 7:37 pm and the regular meeting reconvened at 8:27 pm.

The Moderator disclosed that during the Executive Session the Board had again reviewed the letter of resignation received from Deputy Chief Mike Segee and his letter sent afterwards asking to rescind his resignation. The board voted unanimously to accept the letter of resignation.

The second order of business was to vote on the new appointment for the position of Deputy Chief. The Moderator explained that there had been an interview process. Three Fire Chiefs from outside this area, but from similar departments, came in to interview the candidates. The

top scorer and the person whom the Chief felt would be the best candidate, was Jeff Muto. The board voted unanimously to accept these recommendations, and has appointed Jeffrey Muto as the next Deputy Chief of the Harmony Fire District.

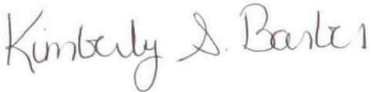
A motion was then made by Jim to seal the minutes of the Executive Session. Louise seconded the motion. The motion carried unanimously.

XIII. – Adjournment:

Jim made a motion to adjourn the meeting. Louise seconded it. The motion carried unanimously. The August meeting of the Harmony Fire District Executive Board was adjourned at **8:30 pm**.

The next meeting of the Harmony Fire District Executive Board
is scheduled for **Thursday, 7:00 pm, January 15, 2014** at the Harmony Fire Station.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kimberly S. Barber".

Kimberly S. Barber
Tax Collector / Clerk